

## Replacement Waukesha County Maintenance Verification Card

If you are using this form to replace a lost card, please have it completed by a licensed septic tank pumper and Fax it to (262) 896-8298 or send it to:

Waukesha County  
Department of Parks and Land Use  
1320 Pewaukee Road, Room 260  
Waukesha, WI 53188-3868

### Septic Tank Maintenance Requirements

All private sewage systems in Waukesha County that were issued sanitary permits on July 1, 1979, or thereafter, require periodic maintenance under Waukesha County Sanitary Ordinance 145-77.

While periodic pumping of the septic tank (and lift pump tank, if applicable) will remove the solids from the tank, an inspection of the septic tank and its component parts is necessary to identify operational problems that may adversely affect the operation and longevity of the private sewage system.

According to this Department's records, it has been at least two years (2) years since the private sewage system was either installed or last pumped. As a result, maintenance of your private sewage system is due at this time. As property owner, it is your responsibility to have the septic system pumped and inspected by a licensed septic tank pumper. Below this notice, please find a blank Waukesha County Maintenance Verification Card. The Maintenance Verification Card is to be completed by a licensed septic tank pumper at the time of pumping and returned to this Department.

Under the enforcement provisions of Waukesha County Sanitary Ordinance 145-77, failure to submit the maintenance verification card **within 30 days** may result in the issuance of a citation and fine, or referral to the Waukesha County Corporation Counsel for legal action.

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Tax # \_\_\_\_\_ Premise to be Pumped \_\_\_\_\_

#### WAUKESHA COUNTY MAINTENANCE VERIFICATION CARD (TO BE COMPLETED BY A LICENSED SEPTIC TANK PUMPER)

- 1) The private sewage treatment tank(s) was pumped and inspected on \_\_\_\_\_
- 2) The tank construction is: Steel \_\_\_\_\_ Concrete \_\_\_\_\_ Other: \_\_\_\_\_
- 3) The tank(s) capacity is: \_\_\_\_\_ gal. \_\_\_\_\_ gal. \_\_\_\_\_ Pump Chamber
- 4) The tank(s) appear to be structurally sound: Yes \_\_\_\_\_ No \_\_\_\_\_
- 5) The liquid level in the tank was normal: Yes \_\_\_\_\_ No \_\_\_\_\_
- 6) There was evidence of drainback from the soil absorption system to the tank at the time of pumping No \_\_\_\_\_ Yes \_\_\_\_\_
- 7) Waste water or effluent was ponding on the surface of the ground: No \_\_\_\_\_ Yes \_\_\_\_\_
- 8) The inlet and outlet baffles are in good condition: Yes \_\_\_\_\_ No \_\_\_\_\_
- 9) The system appears to be a cesspool: No \_\_\_\_\_ Yes \_\_\_\_\_
- 10) If the manhole is exposed, does it have an approved warning label and an effective locking device: Yes \_\_\_\_\_ No \_\_\_\_\_ NA \_\_\_\_\_

Comments: \_\_\_\_\_

Pumper's Signature: \_\_\_\_\_ Lic. # \_\_\_\_\_

This maintenance card is not intended to be used as a septic system evaluation for the sale or refinancing of this property. A complete septic system evaluation by a properly licensed individual is recommended for this purpose.

Notice Date: \_\_\_\_\_